

**FEDERAL CITY PERFORMING ARTS ASSOCIATION
BOARD OF DIRECTORS MEETING
February 16, 1994
Levine School**

MINUTES

Directors: Present: Brayton, Dorr, Fiorito, Gerard, Madigan,
Payich, Smith, Streit, Wheeler, Wolfe,
Ziskind
Absent: Boykin (proxy assigned)

Staff: Holloway, McClelland

Visitor: Larry Rosen

The meeting began at 7:38 P.M.

REVIEW OF JANUARY 26, 1994 MINUTES

The minutes for January 26, 1994, were corrected as follows:
Several spelling corrections were made.

Delete paragraph on page 5 referring to attendance changes. In its place, insert the following: Because there are 11 weeks in the period before the Spring concert, only two absences will be permitted.

Motion to approve minutes as amended: Brayton. Second: Gerard.
Unanimously approved.

FINANCIAL REPORT

McClelland presented the financial report which shows that GMCW continues to be in a good financial posture. Holloway promised to give McClelland a payment request for Gary Simmons. McClelland also said that he has not seen a check request for the \$4,000 due on the commissioned piece and that although he does not require an invoice, he does need a check request.

Over the past two years, \$9,788.04 has been donated to the CD project.

McClelland reported that 139 tickets have been sold and members have outstanding 36 uncommitted tickets for the Small Ensemble Concert on February 19. At this point, the concert will break even because of low expenses; we have spent approximately \$1,088 so far. Despite breaking even, this is disappointing. Financial information on last year's cost of the Small Ensemble concert was not readily available. According to Rosen, Hine has a seating capacity of 725.

So far, GMCW has sold 51 CDs and 22 tapes. Our goal is to sell 225 CDs by fiscal year-end. We expect the CDs and tapes in hand by April or May. The CD sale price will be \$16 plus \$2 for shipping (where applicable). Advance CD sales are subject to sales tax. Tapes are priced at \$11.

McClelland finished the reconciliation for the Holiday concert. GMCW made a smaller profit than last year. There was a \$1,000 difference in revenue between the two concerts. The recent Holiday concert was more expensive, accounting for the lower profit.

McClelland announced a new ticket policy effective in April. A member must sign for tickets. When tickets are returned, the member must sign a slip on which he enters the numbers of the returned tickets. Failure to return tickets by dress rehearsal means the member has bought them.

McClelland announced that accounts 351, 352, 353, and 356 are the accounts for sales tax.

In response to Brayton, it was noted that employer's FICA had not been budgeted for. Brayton also asked about the ASCAP/BMI fees. Those fees have increased over last year, in part, because we must now pay those fees when we perform at Lisner. GMCW had been under the mistaken impression that we did not have to pay them, but BMI informed us otherwise and Lisner now agrees with BMI.

Motion to approve the financial report: Brayton. Second: Fiorito. The motion was unanimously approved.

Dorr presented a report on creation of a new standing committee to help the Board set policy and direction in the areas of finance, budgeting, and investments. The new committee's name will be the Finance & Investment Committee. Dorr noted that the new committee can have stated purposes other than those set forth in the proposal. The committee will develop a simple Mission Statement. Ziskind asked if we need formal Board action to create the committee. Brayton believes that the President can establish committees by fiat. Dorr preferred formal Board approval. Ziskind suggested that the new committee membership include Capital Club members. Brayton moved to approve formation of the committee. Second: Gerard. The motion unanimously passed.

The Board then considered Dorr's proposal for disbursing proceeds from the Dudley Fund, which was established to support individual Chorus members. There have been no disbursements from the Dudley Fund for the past five years.

Under part 1 of the two-part proposal, GMCW would use \$3,000 of Dudley Fund proceeds to subsidize ground transportation in L.A.

Under part 2, \$2,000 in proceeds would be used to grant scholarships to members who request assistance for the L.A. trip.

According to Dorr, receipt of a scholarship would involve evaluating a recipient's contribution to GMCW. The focus would be on what the recipient can do to help GMCW now. So far, three people have requested financial help with the L.A. trip.

The principal in the Dudley Fund is restricted, but all of the interest is available. Funds can be withdrawn from the Dudley Fund in one day.

During the deliberation on the proposed disbursement of Dudley Fund proceeds, the following was asked: If GMCW is overbudget at the end of the current fiscal year, can funds from the Dudley Fund be used to make up the difference? According to McClelland, the question is hypothetical because it is unlikely, given the \$40,000 profit that GMCW is currently showing, that we will be overbudget by year-end.

In connection with the debate on the proposal, Ziskind reported with regard to part 1 of the disbursement proposal that we have buses with a seating capacity of 47. McClelland stated that whatever the subsidy from the Dudley Fund does not cover can be made up from general operating funds.

It was noted that we have repaid principal plus interest on our borrowing from the Dudley Fund.

Motion to approve the proposal for disbursement of Dudley Fund proceeds: Payich. Second: Brayton. The motion unanimously passed.

PRESIDENT'S REPORT

Streit reported on the New York City Gay Men's Chorus response to a letter that Fiorito wrote protesting New York's failure to acknowledge GMCW's part in the Stonewall Commission in a flier advertising New York's concert. Both Gary Miller and Russ Bralley responded. Streit read the last two paragraphs of Miller's letter in which it was promised that in the future GMCW will be mentioned on the stage bill and on the program. Ziskind suggested publishing those parts of the letter in Hot Notes and expressed thanks to Fiorito for writing the letter.

The matter of payment of transportation and hotel expenses of Buhrman, Guerrant, and Holloway in connection with the L.A. trip was discussed. The executive committee recommends that the Board pay the expenses of these three staff members because of the critical role they play in the L.A. production.

Payich had no problem with paying Guerrant's way, but he expressed a problem with paying the expenses of the other two staff members. Payich argued that GMCW did not make the agreement to appear in L.A. and noted that GMCW members must pay their own way to L.A. Smith pointed out that all three staff members are employees of GMCW and that it is common business practice to pay for employee business travel. Ziskind stated that no one on the Board said we should not go to L.A. and that the Board approved the trip. The original arrangements were made on the Board's behalf and the Board voted to make the trip. Therefore, the Board created the requirement for the three employees to be in L.A. It was reemphasized that Buhrman, Holloway, and Guerrant are employees of GMCW and that they are needed in L.A. in their capacity as employees. It was clarified that we are only paying \$125 of the cost of their rooms. Ziskind announced that there will be three free tickets included in our airline package and that, in light of that, it probably would not cost GMCW anything to fly the three employees to L.A. Nonetheless, Ziskind stated that the availability of free tickets is not germane to the discussion and stressed that the Board is requiring the three employees to be in L.A. Holloway interjected that he is contractually required to initiate joint appearances with peer Choruses. He was fulfilling that requirement when he set up the L.A. project. In the end, the Board decides whether to pursue a joint appearance suggested by Holloway.

McClelland emphasized that employment status has changed; Buhrman, Guerrant, and Holloway are bona fide employees of GMCW and are treated as such for federal tax purposes. McClelland stated that appropriate paper work will be provided for the payment of the transportation and hotel expenses and gave assurances that an audit trail will be there.

Any policy clarifications on the contracts will be made in the new contracts.

On this point, Holloway noted that we are in a gentle period of transition on his status as an employee rather than as an independent contractor. He also noted that he will be subject to performance reviews as an employee and expressed relief at no longer being treated as an independent contractor.

It was acknowledged that the Board is not paying Phil Rogerson's expenses because he is not an instrumental part of the performance. Buhrman is integral, in part, because he would fill in if anything happened to Holloway.

Ziskind moved to have GMCW cover the transportation and lodging expenses for Buhrman, Holloway, and Guerrant to the extent requested. This means that Holloway's lodging will be in a double. Second: Dorr. The motion unanimously passed.

Streit announced that he will receive a report from Wonneberger in a couple of weeks. Regarding CD marketing, the CD will be available at the Pride festival, the committee has contacted gay-friendly

stores to carry the CD, and we have contracted for an ad in the L.A. program. The marketing budget for CD sales is \$5,000.

The first order is for 1500 CDs and 800-900 tapes. Rosendall is working on the copy for the CD and tape jacket. Boykin is working on the list of singers.

The CD is dedicated to deceased GMCW members. Payich asked if their names will be included, believing that it would be a nice touch to do so. It was suggested that we list deceased members with the Chorus members and mark with an asterisk the names of the deceased.

Because we have already made advance sales of CDs and tapes, the initially set sale price will not change. We may possibly reduce the sale price when we order a second printing.

The CD committee is compiling a list of reviewers who will receive a complimentary CD. The budget allotted 25 CDs for this purpose. McClelland needs a complete list of where those 25 CDs are going.

It was asked whether we are taking ads out with Seattle, Minneapolis, the Windy City Gay Men's Choruses, and any other Chorus that has put out a CD. Holloway stated that there will be a display ad in the program at Carnegie Hall. Streit also indicated that we are exploring marketing strategy during the week of the Gay Games in New York.

Ziskind asked if the proportion of tapes to CDs made sense. The response was that we have made 22 advance sales of tapes. Further, San Francisco and Minneapolis sold tapes in addition to CDs. Finally, marketing studies indicate that tape sales are more common in the Midwest.

Because GMCW will soon be carrying inventory on its books, McClelland has to establish policy for inventory control.

The question arose concerning the individual dedications on the CD. So far, we have eight sponsors for 14 tracks. The executive committee decided that order of track selection by the donors will be based on the date when GMCW received at least \$500.

Rosen spoke about the CD sales record of the Lesbian and Gay Chorus' recent CD release. Stating that they have already sold 200 CDs in less than a month, he advised that we not worry, that the sales will happen.

Streit announced that we have permitted Stan Engebretson to borrow our risers because Engebretson arranged for written acknowledgement of our generosity.

PRODUCTION REPORT

Wheeler delivered the report. Moving risers to and from the first recording session went smoothly, thanks to Bravo Movers, which advertised in the Blade. The total cost was \$320 for both trips. Wheeler did not know whether the company was gay-owned but he was very pleased with the help he received and proposed that we contract with Bravo to move the risers for our other two recording sessions and the Spring and Pride concerts. It is thought that by throwing that much work to Bravo, we can work a deal. McClelland asked Wheeler to ask Bravo to bill GMCW for their work.

Wheeler reported that he, Eric Korpon, and Gary Turner spent an evening before the first recording session sound proofing the risers by taping areas where metal connected with metal and performing general maintenance. According to Holloway, the engineers at Omega said that we had the quietest risers of any group. Wheeler took that as a great compliment. As a final word, Wheeler suggested that it be announced at the next recording session that each member check their space on the risers by shifting and moving to see what sound is generated. If the movement creates noise, then the member is on notice to be as still as possible during any recording period.

L.A. TRAVEL REPORT

Ziskind announced that there will be two concerts on Saturday, July 8, rather than one on Saturday and one on Sunday. This means that Sunday will now be a day off and might be a good day for a group beach outing.

The flight for LAX departs Dulles on Thursday, July 7, at 5:45 P.M. The flight home departs LAX on Monday, July 11, at 8:15 A.M., arriving at Dulles at 3:45 P.M.

Ziskind said that we are on the borderline of needing a third bus because each bus holds 47 people and safety regulations prohibit standees. Therefore, Ziskind's ground proposal includes the cost of three buses. Ziskind suggested that we could save money by renting a van as the third vehicle and it would offer the advantage of being able to haul any props. Ziskind indicated that he wanted eventual Board approval and offered assurances that what he was proposing is flexible.

It was announced that some GMCLA members will require housing here after all. There will be a greeting committee at National to greet the GMCLA arrivals.

In response to a question on how much the earthquake has disrupted GMCLA and the personal lives of its members, Holloway said that they are struggling and feeling besieged.

Holloway asked that we hold open the first Friday for a GMCW rehearsal at the hotel from 9:30 A.M. to 12:30 P.M.

REPERTORY ADVISORY COMMITTEE REPORT

Holloway delivered the report. He dispelled the rumor that we will finish the CD recording on March 12. There will be at least a morning recording session on March 19th. Holloway said to expect the March 12 session to be different from the February session.

Membership is planning a low-key social event after the March 12 recording session.

Holloway noted that he has been fielding various requests for approved absences from certain recording sessions because of business or travel demands. He has been flexible in his approach and looked to the membership guidelines to determine whether the request is reasonable.

It was announced that Michael Rivard needs more volunteers to help prepare for the Spring Show.

Holloway announced that GMCW has been invited by Chorus member Jim Hedges to perform on June 2nd for the Washington Area Gay and Lesbian Interfaith Alliance (WAGLIA). Holloway recommends that we accept the invitation on the grounds of community outreach. Ziskind inquired about a token honorarium because he does not think the Chorus should perform for free. It was noted that there could be a cost of moving risers, a task Wheeler is not thrilled to face. It was recommended that Holloway get more information from Hedges before we decide. The suggested program would be any kind of feel-good music.

On Saturday, June 4, the Lesbian and Gay Chorus will be using our risers. They are not taking them until Friday. Their Chorus has use of the Lansburgh Theatre for only 24 hours.

COMPUTER REPORT

Madigan delivered the report. He has received 31 surveys and 18 people are interested in participating in a focus group. Ten people want to be on the committee. Of those responding, 11 said they would use the computer, 8 said they would not, and 12 did not know. A lot of interest was expressed in word processing, spread sheet, and data base usages.

FUNDRAISING REPORT

A question arose concerning sales tax on our porno fundraiser. McClelland reported that GMCW will pay sales tax on the gross amount of the sales.

It was announced that a May 7 piano/flautist concert at Sumner School has been scheduled. Brayton is coordinating this activity and Guerrant is playing the piano.

Ziskind reported that he has sent out a solicitation to Capital Club members for names and addresses of those who might be interested in donating to the Chorus.

The CD fund received additional contributions in the amount of \$1500 this past week. One Chorus member was so inspired by our recording session that he donated \$1,000.

OTHER BUSINESS

Streit announced that he will have a deck warming party on June 11.

Motion to adjourn: Brayton. Second: Smith. The motion carried unanimously. The meeting adjourned at 9:58 P.M.

Submitted by: Robert G. Wheeler
FCPAA Secretary
March 11, 1994